

COMPREHENSIVE PLANNING COMMITTEE (CPC)
MEETING MINUTES
WEDNESDAY, DECEMBER 19, 2018 @ 3:00 PM
DC HEALTH-HAHSTA – 899 N. CAPITOL ST. NE; 4TH FLOOR; WASHINGTON, DC 20002

ATTENDEES/ROLL CALL					
Commissioners	Present	Absent	Administrative Agents	Present	Absent
Clay, Cyndee	X		Barmer, David	CC	
Copley, Mackenzie	X		Simmons, Michelle		X
DeMartino, Peter		X	Puranik, Rashmi		X
McBride, Dennis		X	Agar, Tim	CC	
Morse, Kaleef	X		Avellanet, Felix	CC	
Padmore, Gerald, <i>Chair</i>	CC		Hayes-Cozier, Ravinia	CC	
Shaw-Richardson, Re'ginald	CC				
Zoerkler, Jennifer	CC				
HAHSTA			Planning Commission Staff		
Mohram, Rony	X		Bailey, Patrice	X	
Ward, Carroll	X		Clark, Lamont	X	
HAHSTA/Administrative Agents			Guests		
Barnes, Clover		X			
Edmonds, Jason	X				
Fortune, Ebony	X				

AGENDA	
Item	Discussion
Call to Order	Gerald P. called the meeting to order at 3:18 pm, followed by a moment of silence and introductions.



<p>Review and Approval of the Agenda</p>	<p>Cyndee C. motioned to approve the meeting Agenda for December 19, 2018. Mackenzie C. seconded. The motion was approved.</p>
<p>Review and Approval of the Minutes</p>	<p>Cyndee motioned to approve the meeting Minutes for October 24, 2018. Mackenzie seconded. The motion was approved.</p>
<p>Ryan White HIV/AIDS Program (RWHAP) Jurisdictional Reports & Financial Oversight</p>	<p><i>Ravinia Hayes-Cozier presented the Suburban Maryland report.</i></p> <p>Fiscal Summary: The October 1-31, 2018 financial report submission includes expenses from nine of nine invoices from sub recipients. Overall Part A expenditures are at 57.2 % and should be at 66.7%. Services 30% below expected are Linguistic Services.</p> <p>Part A MAI expenditures are at 61.7% and should be at 66.7%. None of the service areas affected by unprocessed invoices are below or above the 30% expected spending.</p> <p><i>Tim Agar presented the Northern Virginia report.</i></p> <p>Fiscal Summary: Overall spending through October is at 45% for Part A and 73.5% for MAI for the full 12-month award. Part A spending is at or near target for Early Intervention Services, Health Insurance Co-Pays, Legal Services, and Outreach. Spending is higher than expected in Linguistic services. Spending is slightly lower than expected in Medical Case Management due to staff vacancies earlier in the grant year, however, vacancies are now filled and spending will therefore increase. Spending is a lot lower in EFA and Medical Transportation. However, EFA spending increased in the month of October due to a new EFA provider who started in September and began billing for services. Some of the savings from Medical Transportation and EFA will be reprogrammed to other services which have a greater need. The adjustment will appear on the November financial report.</p> <p>MAI spending is at or near target for Medical Case Management and Linguistic Services. MAI spending is higher than expected in Ambulatory Outpatient Medical Care and Mental Health Services.</p> <p>NVRC has reviewed the third response to the Corrective Action Plan (CAP) submitted by the program’s new management on Dec 10th and 12th. Ongoing attention will be paid to those items which will require long-term monitoring to</p>

	<p>ensure implemented fixes are sustained and where staff hires were needed, short-term fixes are implemented as those positions are filled. Currently, all elements of the CAP have been satisfied.</p> <p><i>Carroll Ward presented the DC/West Virginia report.</i></p> <p>In the month of October, the District of Columbia and West Virginia reports that 12 of 12 invoices have been received and processed.</p> <p>Challenges to Service Delivery Since October 1, 2018, there have been delays in invoice submissions due to the creation of new Purchase Orders. Additionally, the District of Columbia implemented E-invoicing, a new system for submission, approval, and payment of services, which has delayed invoice submissions and approvals.</p> <p>Fiscal Summary Services spending at 30% below expected are Early Intervention Services, Other Professional Services, Medical Transportation, and Psychosocial Support Services. There are no services spending at 30% above expected.</p> <p>The Part A MAI Service that is spending at 30% below expected is Substance Abuse Services – Outpatient. None are spending at 30% above expected.</p> <p>West Virginia Part A expenditures are at 60.1% and should be at 66.7%. (Overall Expenditure rates by funding source for the reporting period)</p> <p>Mackenzie asked if any plans have been made to distribute the \$700,000 that is allocated in Part A, but has not been awarded, in the month of October. Ebony indicated that there has not been a request for funds for Medical Case Management, Health Insurance Premiums and Cost Sharing Assistance as of yet.</p>
<p>Recipient Report</p>	<p><i>Ebony Fortune presented the Recipient report.</i></p> <p>The fiscal report is for Grant Year 28 (March 1, 2018 - February 28, 2019). MAI Carryover funds in the amount of \$1,058,775 was received which increased the Part A award for Grant Year 28 to \$33,127,090,</p> <p>Overall expenditures for Unit Based Cost (UBC) are at 60.5% through October 2018 and is expected to be at 66.7%. Substance abuse is lower than expected due to underutilization and billing. Food Bank/Home Delivered Meals is higher than expected due to increased utilization.</p>

	<p>A new solicitation for entrance into the Ryan White Provider Network for Regional Services closed in September. All of the providers who applied will be awarded new contracts. Notification is going out to the providers from the Office of Contracts and Procurement (OCP). Out of \$13.9 million that is available under the current allocation, \$8.4 million has been awarded.</p> <p>HRSA Site Visit. The DC EMA is currently scheduled for a comprehensive site visit, May 21-24, 2019.</p> <p>Administrative Changes. Effective March 1, 2019, the DC EMA will not use Administrative Agents. The Recipient will collaborate with the Virginia Department of Health and the Maryland Department of Health to administer the Ryan White Part A program in coordination with the other Ryan White Part B programs.</p>
Other Business	<p>CPC meeting time. Some committee members were interested in moving the meeting time from 3:00pm to either 10:00am, 11:00am or 1:00pm. It was agreed to move the meeting to 11:00am beginning January 23, 2018.</p>
Follow –up Items	
ANNOUNCEMENTS/OTHER DISCUSSION	
<p>Cyndee Clay will be taking a sabbatical, February 1 – March 31. She will also miss next month’s meeting because of her pending residency at Yale.</p>	
HANDOUTS	
<ul style="list-style-type: none"> • Comprehensive Planning Committee (CPC) Meeting Agenda dated December 19, 2018 • Comprehensive Planning Committee (CPC) Meeting Minutes, Wednesday, October 24, 2018 • Suburban Maryland Fiscal Narrative Report (Part A and Part A MAI Funding) Year 28 Reporting Period: October 1 through October 31, 2018 • NVRC Fiscal Narrative Report (Part A and Part A MAI Funding) Year 28 Reporting Period: October 1 through October 31, 2018 • Washington DC and West Virginia Monthly Fiscal Narrative Report (Part A and Part A MAI Funding) Year 28 Reporting Period: October 1 through October 31, 2018 • Recipient Report EMA Wide Roll Up CARE Act Part A Grant Year 28, through October 2018 	

MEETING ADJOURNED	3:57pm
NEXT MEETING	<p>Wednesday, January 23, 2019 11:00 pm – 1:00 pm DC Health-HAHSTA 899 N. Capitol St., NE, 4th Floor Washington, DC 20002</p>

COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING AGENDA

WEDNESDAY DECEMBER 19, 2018 – 3:00PM TO 5:00PM

DC HEALTH HEADQUARTERS - HAHSTA

899 N. CAPITOL ST., NE; 4TH FLOOR; WASHINGTON, DC 20002

Note: all times are approximate

3:05 pm	<ol style="list-style-type: none"> 1. Call To Order and Moment of Silence 2. Welcome and Introductions 3. Approve Agenda for December 19, 2018 4. Approve Minutes from October 24, 2018 		
3:15 pm	<ol style="list-style-type: none"> 5. Ryan White HIV/AIDS Program (RWHAP) – Jurisdictional Reports & Financial Oversight <ul style="list-style-type: none"> • Suburban Maryland Administrative Agent Report • Northern Virginia Administrative Agent Report • DC and West Virginia Administrative Agent Report • RWHAP Recipient Report 		
4:30 pm	<ol style="list-style-type: none"> 6. Other Business <ul style="list-style-type: none"> • Discuss change in committee meeting time 		
4:55 pm	<ol style="list-style-type: none"> 7. Announcements and Adjournment 		
<table border="1" style="width: 100%; background-color: #ffff00;"> <tr> <td style="text-align: center; width: 50%;"><u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u></td> <td style="text-align: center; width: 50%;">Wednesday January 23, 2019 Time TBD</td> </tr> </table>		<u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u>	Wednesday January 23, 2019 Time TBD
<u>NEXT COMPREHENSIVE PLANNING COMMITTEE (CPC) MEETING:</u>	Wednesday January 23, 2019 Time TBD		

CONFERENCE CALL INFORMATION:

Dial In #: 1-866-809-0886

Participant Code: 8289221#

Date: December 19, 2018

To: Comprehensive Planning Committee (CPC)

From: Ryan White Part A District of Columbia Recipient Staff

**Re: Fiscal Narrative Report (Part A and Part A MAI Funding)
Year 28 - Reporting Period: October 1 – 31, 2018**

Available Funding / Status of Contracts/Implementation Progress

The District of Columbia and West Virginia will report expenses for October 01, 2018 through October 31, 2018. For the month of October, (12) of (12) invoices have been received and processed.

Challenges to Service Delivery

Since the fiscal year began on October 1, 2018, there were delays in invoice submittals due to the creation of new Purchase Orders. Additionally, as of October 1, 2018 the District of Columbia implemented a new system, E-invoicing for the submission, approval and payment of services which has delayed invoice submissions and approvals.

Fiscal Summary

Service areas affected by unprocessed invoices

N/A

District of Columbia Part A expenditures are 55.6% and should be 66.7%. (Overall Expenditure rates by funding source for the reporting period)

Services 30% below expected

Early Intervention Services
Other Professional Services
Medical Transportation
Psychosocial Support Services

Services 30% above expected

N/A

Report through October 2018

Jurisdiction	Current Distribution - Finalized	Expenditures	Variance	Percent
District of Columbia - Part A	3,726,146	2,073,211	1,652,935	55.6%
District of Columbia - MAI	1,146,033	681,335	464,698	59.5%
District of Columbia - UBC	8,441,439	5,109,709	3,331,731	60.5%
District of Columbia Subtotal	13,313,618	7,864,255	5,449,363	59.1%
Northern Virginia - Part A	1,877,674	845,032	1,032,642	45.0%
Northern Virginia -- MAI	423,004	311,082	111,922	73.5%
Northern Virginia Subtotal	2,300,678	1,156,114	1,144,564	50.3%
Suburban Maryland - Part A	4,098,897	2,342,697	1,756,200	57.2%
Suburban Maryland -- MAI	901,071	555,538	345,533	61.7%
Suburban Maryland Subtotal	4,999,968	2,898,235	2,101,733	58.0%
West Virginia - Part A	347,050	230,825	116,225	66.5%
West Virginia Subtotal	347,050	230,825	116,225	66.5%
TOTAL -- Part A	10,049,767	5,491,765	4,558,002	54.6%
TOTAL -- MAI	2,470,108	1,547,955	922,153	62.7%
TOTAL -- UBC	8,441,439	5,109,709	3,331,731	60.5%
TOTAL Subtotal	20,961,314	12,149,429	8,811,885	58.0%

District of Columbia - Part A

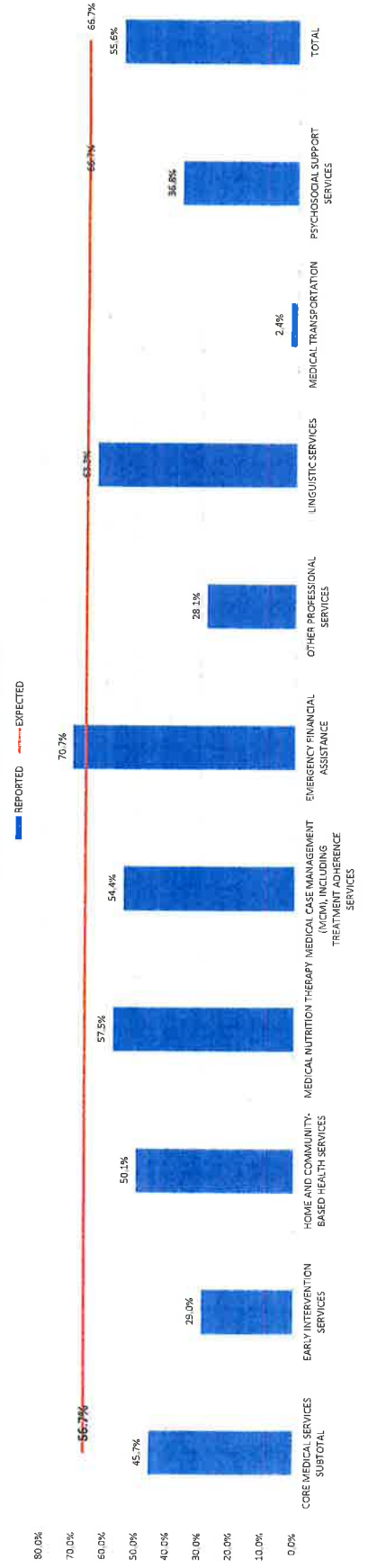
Report through October 2018

Service Area	Allocations		Awards		Expenditures to Date		Unspent		Variance	
	Initial	Adjust	Current	Initial	Adjust	Current	Reported	Expected	Amount	Percent
Core Medical Services Subtotal	2,859,179	39,040	2,908,219	1,580,736	823,288	2,203,994	1,007,823	1,469,329	1,195,171	54.3%
Early Intervention Services	196,519	522,258	718,777	196,518	522,258	718,777	208,772	479,185	510,065	71.0%
Health Insurance Premium and Cost-Sharing Assistance for Low-Income Individuals (HIPCSALI)	275,127	-	275,127	-	-	-	-	-	-	0.0%
Home and Community-Based Health Services	157,215	16,782	291,809	190,909	101,000	291,809	146,155	194,606	145,754	49.9%
Medical Nutrition Therapy	1,965,191	(500,000)	1,465,191	1,075,126	-	1,075,126	594,953	716,751	490,173	45.6%
Adherence Services	786,076	766,341	1,552,417	624,504	897,648	1,065,388	1,065,388	1,014,768	620,030	40.7%
Support Services Subtotal	432,342	631,326	1,063,668	432,342	631,326	1,063,668	752,018	709,112	311,650	29.3%
Emergency Financial Assistance	117,911	6,097	124,008	11,818	112,190	124,008	34,980	82,672	88,128	71.9%
Other Professional Services	78,608	-	78,608	48,343	-	48,343	30,610	32,229	17,733	36.7%
Linguistic Services	38,304	20,910	60,214	14,090	46,124	60,214	1,433	40,143	58,781	97.6%
Medical Transportation	117,911	108,008	225,919	117,911	109,008	225,919	83,160	150,613	142,739	63.2%
Outreach Services	3,655,255	805,391	4,460,637	2,205,240	1,520,905	3,726,145	2,073,211	2,484,067	1,816,201	48.7%
Psychosocial Support Services	-	-	-	-	-	-	-	-	-	0.0%
TOTAL	-	-	-	-	-	-	-	-	-	-

Note: For Housing Case Management and Referral Allocation please refer to DC - UBC Housing Case Management and Referral Allocation entries

Underspent over 30%
Overspent over 30%

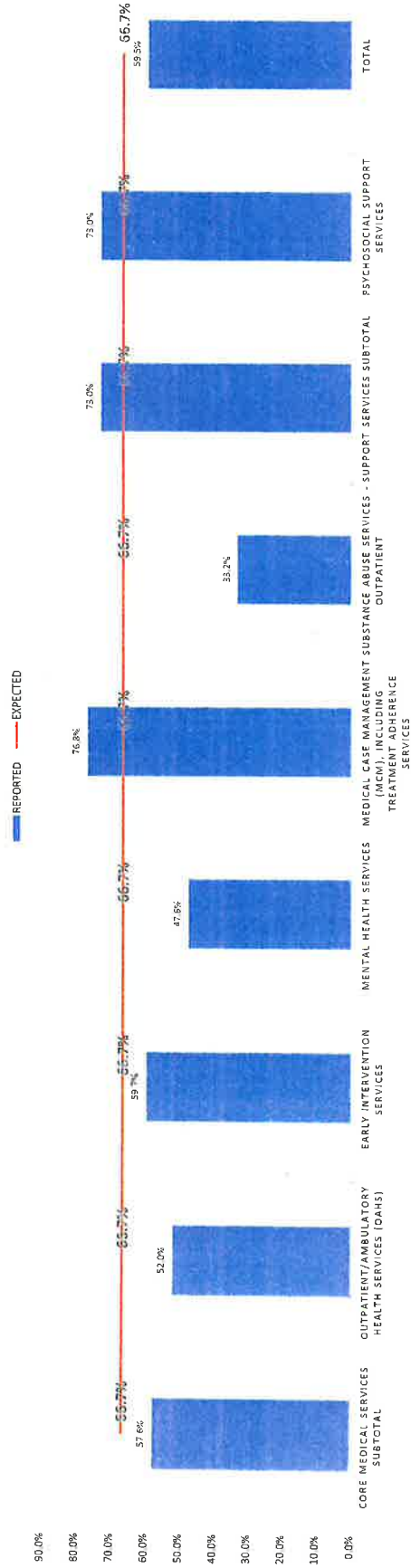
DISTRICT OF COLUMBIA - PART A



Service Area	Allocations		Awards		Expenditures to Date			Unspent		Variance	
	Initial	Adjust	Current	Adjust	Reported	Expected	Amount	Percent	Amount	Percent	
Core Medical Services Subtotal	992,380	25,349	1,017,729	1,010,391	582,264	673,594	428,127	42.4%	(91,330)	13.6%	
Outpatient/Ambulatory Health Services (OAHS)	404,861	(35,128)	369,753	369,753	192,200	246,502	177,553	48.0%	(54,302)	(22.0%)	
Early Intervention Services	185,020	44,839	229,859	229,859	137,151	153,239	92,708	40.3%	(16,089)	(10.5%)	
Mental Health Services	108,129	(9,475)	98,654	98,654	46,919	65,769	51,735	52.4%	(18,851)	(28.7%)	
Medical Case Management (MCM), including Treatment Adherence Services	248,696	(6,715)	241,981	234,643	180,262	156,429	54,381	23.2%	23,833	15.2%	
Substance Abuse Services - Outpatient	45,854	31,828	77,682	77,682	25,733	51,655	51,749	66.8%	(25,922)	(50.2%)	
Support Services Subtotal	180,991	(25,349)	135,642	135,642	99,071	90,428	36,571	27.0%	8,643	9.8%	
Psychosocial Support Services	180,991	(25,349)	135,642	135,642	99,071	90,428	36,571	27.0%	8,643	9.8%	
TOTAL	1,153,371	-	1,153,371	1,146,033	681,335	784,022	464,698	40.5%	(62,687)	(10.8%)	

Underspent over 30%
Overspent over 30%

DISTRICT OF COLUMBIA - MAI



District of Columbia - Unit Based Costs (UBC)

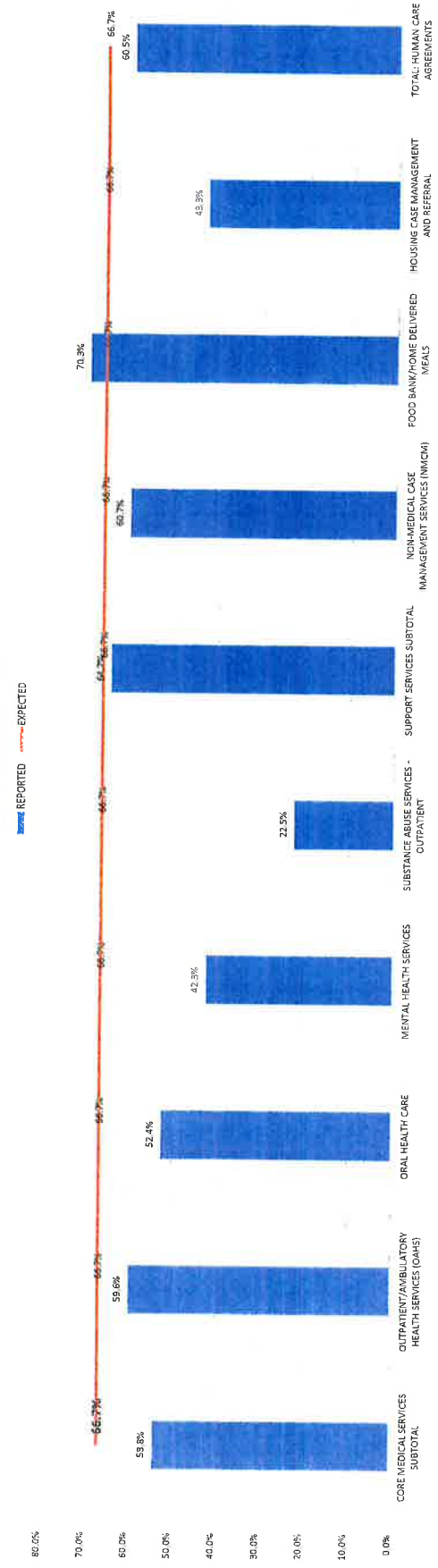
Report through October 2018

Service Area	Allocations			Awards			Expenditures to Date			Unspent		Variance	
	Initial	Adjust.	Current	Initial	Adjust	Current	Reported	Expected	Amount	Percent	Amount	Percent	
Core Medical Services Subtotal	10,892,239	(3,400,000)	7,492,239	3,233,742	-	3,233,742	1,738,357	2,155,828	1,495,395	46.2%	(417,471)	(19.4%)	
Outpatient/Ambulatory Health Services (OAHS)	3,713,284	(1,500,000)	2,213,284	1,561,397	-	1,561,397	939,810	1,040,931	630,487	40.4%	(110,022)	(10.8%)	
Oral Health Care	3,465,713	(900,000)	2,565,713	1,232,261	-	1,232,261	645,414	821,507	586,847	47.8%	(176,094)	(21.4%)	
Mental Health Services	2,475,508	(700,000)	1,775,508	318,245	-	318,245	134,655	212,163	183,580	57.7%	(77,498)	(36.5%)	
Substance Abuse Services - Outpatient	1,237,754	(300,000)	937,754	121,638	-	121,638	27,369	81,226	94,470	77.5%	(53,657)	(66.3%)	
Support Services Subtotal	4,976,596	1,500,000	6,478,596	5,207,688	-	5,207,688	3,371,362	3,471,798	1,836,345	35.3%	(100,447)	(2.9%)	
Non-Medical Case Management Services (NMCM)	3,713,284	-	3,713,284	2,553,438	-	2,553,438	1,550,413	1,702,292	1,003,025	39.3%	(151,879)	(8.8%)	
Food Bank/Home Delivered Meals	890,205	1,500,000	2,490,205	2,490,205	-	2,490,205	1,749,854	1,600,137	740,351	29.7%	(85,717)	(5.4%)	
Housing Case Management and Referral	275,127	-	275,127	164,055	-	164,055	71,085	109,370	92,970	56.7%	(38,285)	(35.0%)	
TOTAL - Human Care Agreements	16,870,835	(1,900,000)	13,970,835	8,441,439	-	8,441,439	5,109,709	5,627,628	3,391,731	39.5%	(617,918)	(9.2%)	

Underspent over 30%
Overspent over 30%

Note: UBC Housing Case Management and Referral Allocation entries - DC Only

DISTRICT OF COLUMBIA - UBC



Report Date: 12/19/2018

Service Area	Allocations			Awards			Expenditures to Date			Unspent			Variance	
	Initial	Adjust	Current	Initial	Adjust	Current	Reported	Expected	Amount	Percent	Amount	Percent	Amount	Percent
Core Medical Services Subtotal	1,267,430	(97,125)	1,170,305	1,170,305	-	1,170,305	531,017	780,203	639,288	54.6%	(249,186)	31.9%	(249,186)	(31.9%)
Early Intervention Services	122,049	(21,565)	100,484	100,484	-	100,484	66,349	66,989	34,135	34.0%	(640)	(1.0%)	(640)	(1.0%)
Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals (HPCSALI)	75,107	(1,791)	73,316	73,316	-	73,316	44,282	48,877	28,034	39.6%	(4,595)	(9.4%)	(4,595)	(9.4%)
Medical Case Management (MCM), including Treatment Adherence Services	1,070,274	(73,769)	996,505	996,505	-	996,505	420,396	664,337	576,119	57.8%	(243,951)	(36.7%)	(243,951)	(36.7%)
Support Services Subtotal	610,244	30,569	707,369	707,369	-	707,369	314,015	471,579	393,354	55.6%	(157,564)	(33.4%)	(157,564)	(33.4%)
Emergency Financial Assistance	206,544	30,569	237,113	237,113	-	237,113	32,780	159,075	204,353	86.2%	(125,295)	(78.9%)	(125,295)	(78.9%)
Other Professional Services	150,214	-	150,214	150,214	-	150,214	86,051	100,143	54,163	36.1%	(4,092)	(4.1%)	(4,092)	(4.1%)
Linguistic Services	-	52,721	52,721	52,721	-	52,721	50,842	95,147	1,879	3.6%	15,695	44.7%	15,695	44.7%
Medical Transportation	131,437	7,408	138,845	138,845	-	138,845	54,935	92,563	83,910	60.4%	(37,628)	(40.7%)	(37,628)	(40.7%)
Counseling Services	122,049	6,427	128,476	128,476	-	128,476	79,407	85,651	49,069	38.2%	(6,244)	(7.3%)	(6,244)	(7.3%)
TOTAL	1,877,674	-	1,877,674	1,877,674	-	1,877,674	845,032	1,251,783	1,032,642	55.0%	(406,761)	(32.5%)	(406,761)	(32.5%)

Underspent over 30%
Overspent over 30%

NORTHERN VIRGINIA - PART A

REPORTED EXPECTED

120.0%

100.0%

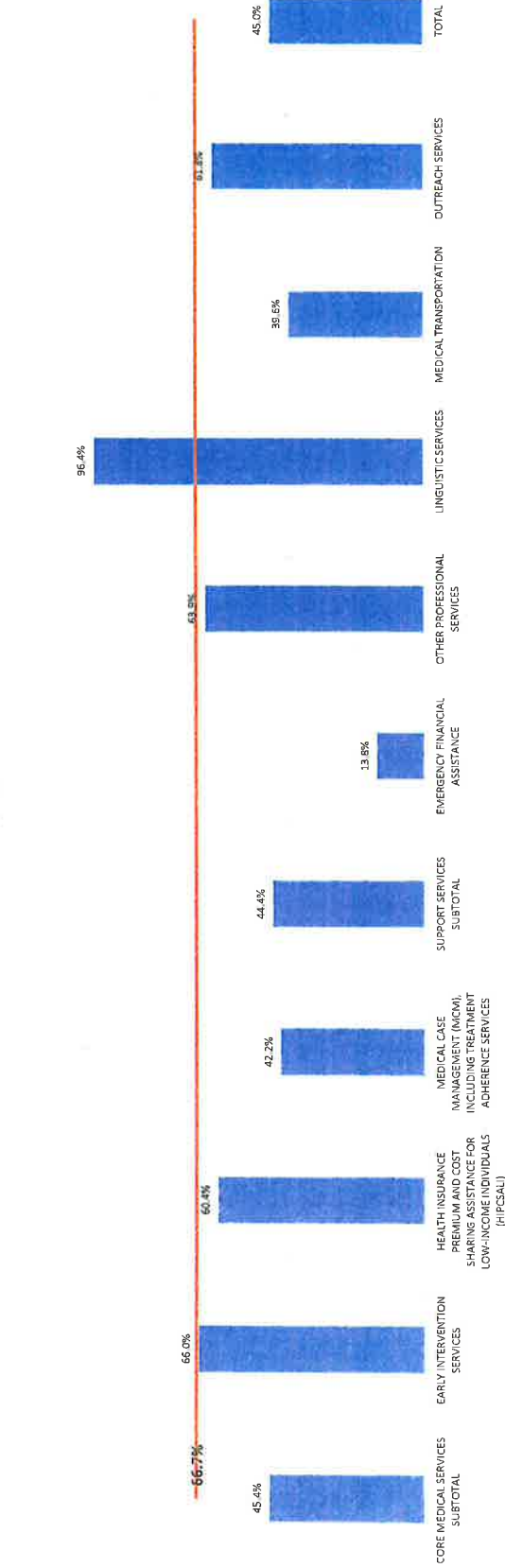
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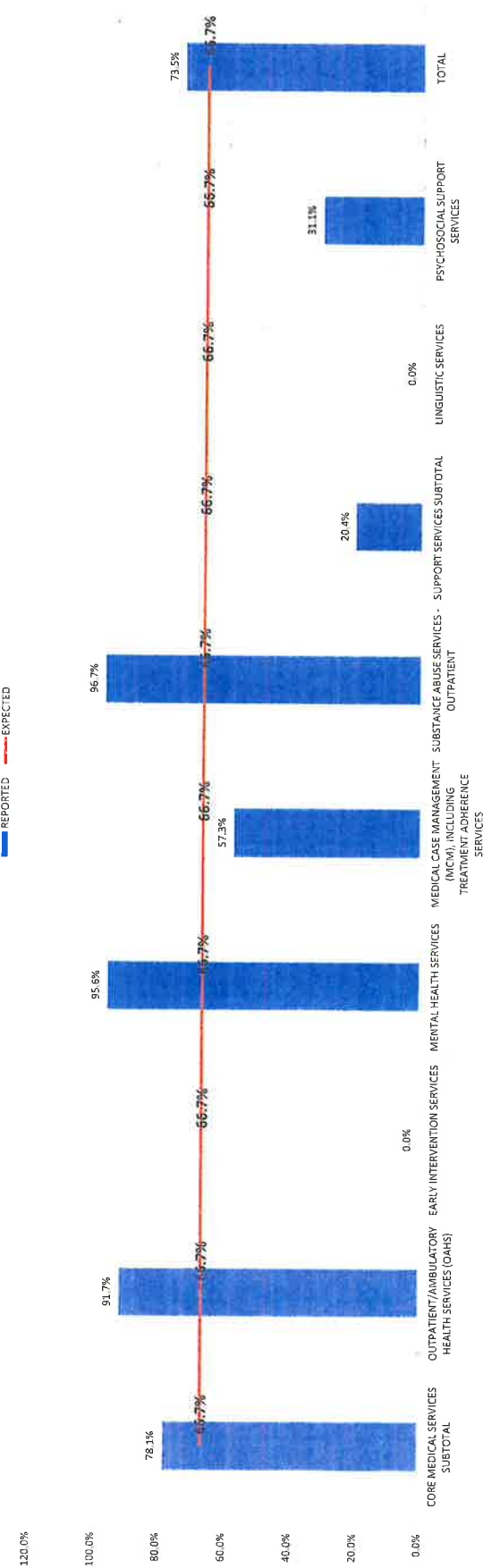


Service Area	Allocations		Awards		Expenditures to Date			Unspent		Variance		
	Initial	Adjust	Current	Adjust	Reported	Expected	Amount	Percent	Amount	Percent		
Core Medical Services Subtotal	390,526	-	389,732	92.4%	304,296	78.1%	259,821	66.7%	85,436	21.9%	44,475	17.1%
Outpatient/Ambulatory Health Services (OAHHS)	211,772	-	211,772	50.1%	194,287	91.7%	141,181	66.7%	17,505	8.3%	53,086	37.6%
Early Intervention Services	19,086	(794)	18,292	4.3%	-	0.0%	12,185	66.7%	18,292	100.0%	(12,195)	(100.0%)
Mental Health Services	30,000	-	30,000	7.1%	28,694	95.6%	20,000	66.7%	1,306	4.4%	8,684	43.5%
Medical Case Management (MCM), including Treatment Adherence Services	111,718	-	111,718	26.4%	63,969	57.3%	74,479	66.7%	47,749	42.7%	(10,510)	(14.1%)
Substance Abuse Services - Outpatient	17,950	-	17,950	4.2%	17,366	96.7%	11,967	66.7%	564	3.3%	5,399	45.1%
Support Services Subtotal	32,478	-	33,272	7.9%	6,786	20.4%	22,181	66.7%	26,486	79.6%	(15,395)	(69.4%)
Linguistic Services	11,477	-	11,477	2.7%	-	0.0%	7,651	66.7%	11,477	100.0%	(7,651)	(100.0%)
Psychosocial Support Services	21,001	794	21,795	5.2%	6,786	31.1%	14,530	66.7%	15,009	68.9%	(7,744)	(53.3%)
TOTAL	423,004	-	423,004	100.0%	311,082	73.5%	262,003	66.7%	111,922	26.5%	29,079	10.3%

Underspent over 30%
Overspent over 30%

NORTHERN VIRGINIA- MAI

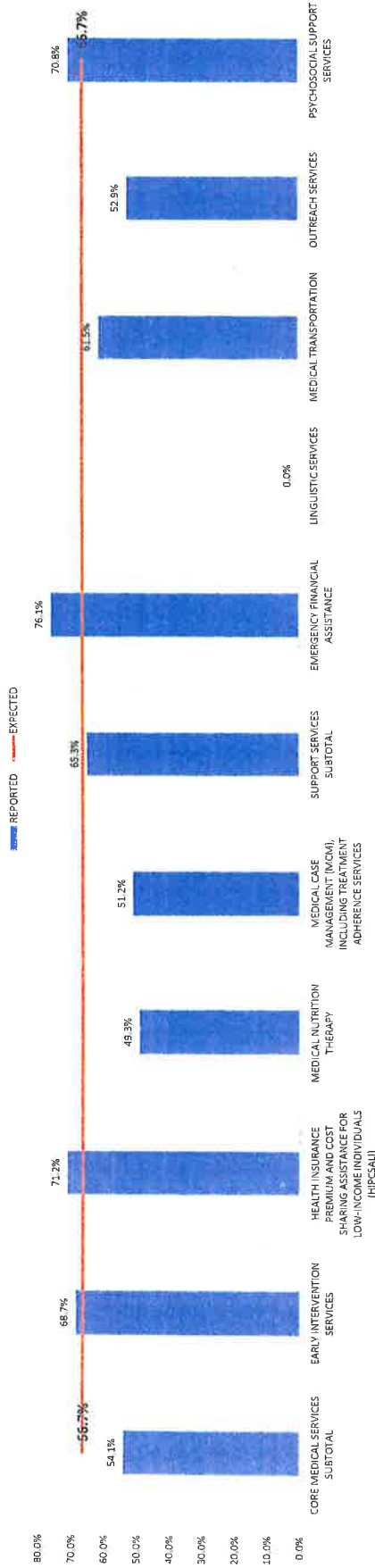
REPORTED EXPECTED



Service Area	Allocations		Awards		Expenditures to Date			Unspent		Variance	
	Initial	Adjust	Current	Adjust	Current	Reported	Expected	Amount	Percent	Amount	Percent
Core Medical Services Subtotal	1,892,695	1,094,619	2,987,314	2,987,314	72.9%	1,616,992	1,991,543	1,370,322	45.9%	(374,551)	(18.8%)
Early Intervention Services	480,684	-	480,684	480,684	11.7%	330,263	320,456	150,421	31.3%	9,807	3.1%
Health Insurance Premium and Cost-Sharing Assistance for Low-Income Individuals (HIPCSALI)	30,043	-	30,043	17,000	1.1%	33,518	31,362	13,525	28.8%	2,156	6.9%
Medical Nutrition Therapy	330,471	-	330,471	330,471	7.6%	154,434	208,991	159,037	50.7%	(54,547)	(26.1%)
Medical Case Management (MCM), including Treatment Adherence Services	1,051,497	1,094,619	2,146,116	2,146,116	52.4%	1,098,777	1,430,744	1,047,339	48.9%	(331,967)	(23.2%)
Support Services Subtotal	1,111,583	-	1,111,583	1,111,583	27.1%	725,705	741,055	385,878	34.7%	(15,350)	(2.1%)
Emergency Financial Assistance	270,385	-	270,385	270,385	6.6%	205,731	180,257	64,654	23.9%	25,474	14.1%
Linguistic Services	30,043	(15,043)	15,000	15,000	0.4%	-	10,000	15,000	100.0%	(10,000)	(100.0%)
Medical Transportation	90,128	-	90,128	90,128	2.2%	55,417	60,085	34,711	38.5%	(4,668)	(7.8%)
Outreach Services	300,428	15,043	315,471	315,471	7.7%	166,819	210,314	148,652	47.1%	(43,495)	(20.7%)
Psychosocial Support Services	420,599	-	420,599	420,599	10.3%	297,738	280,399	122,661	29.2%	17,339	6.2%
TOTAL	3,004,278	1,094,619	4,098,897	4,098,897	100%	2,342,697	2,732,598	1,756,200	42.6%	(386,901)	(14.3%)

Underspent over 30%
Overspent over 30%

MARYLAND - PART A



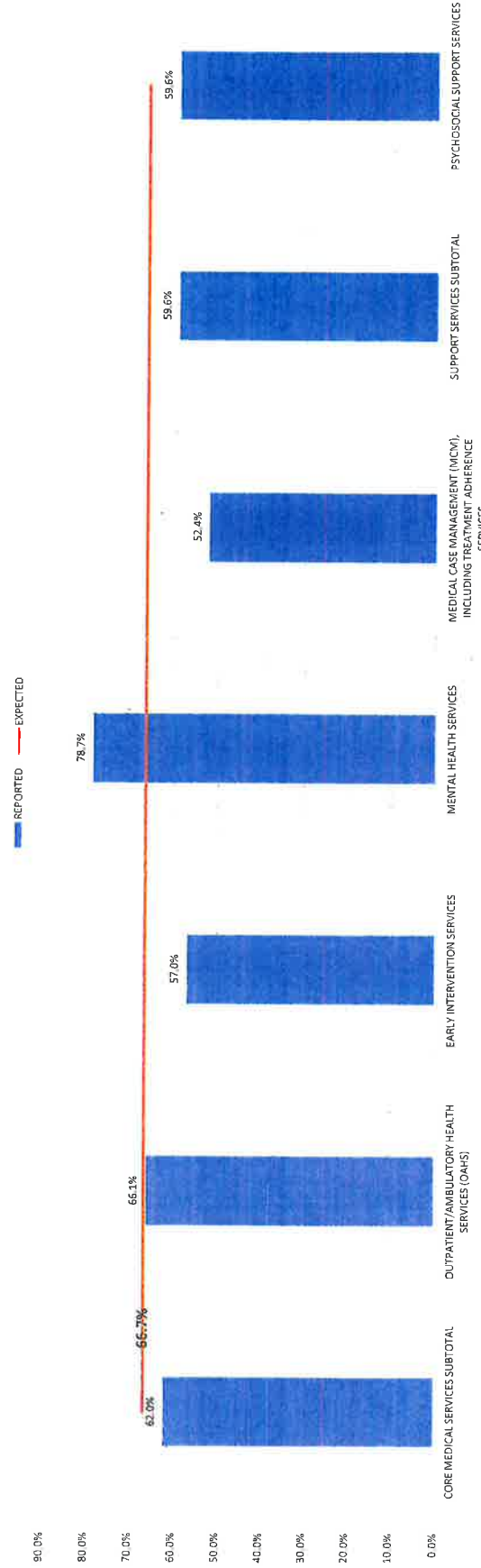
Suburban Maryland - MAI

Report through October 2018

Service Area	Allocations		Awards		Expenditures to Date			Unspent		Variances	
	Initial	Adjust	Initial	Adjust	Current	Reported	Expected	Amount	Percent	Amount	Percent
Core Medical Services Subtotal	775,209	-	775,209	-	775,209	480,494	816,806	284,725	38.0%	(36,322)	(7.0%)
Outpatient/Ambulatory Health Services (OAHs)	200,589	-	200,589	-	200,589	132,674	133,726	67,915	33.9%	(1,052)	(0.5%)
Early Intervention Services	182,643	-	182,643	-	182,643	104,046	121,762	78,697	43.0%	(17,716)	(14.5%)
Mental Health Services	146,374	-	146,374	-	146,374	115,171	97,583	31,203	21.3%	17,568	18.0%
Medical Case Management (MCM), including Treatment Adherence Services	245,603	-	245,603	-	245,603	128,593	163,735	117,010	47.6%	(35,142)	(21.5%)
Support Services Subtotal	125,862	-	125,862	-	125,862	75,054	83,908	50,808	40.4%	(8,854)	(10.5%)
Psychosocial Support Services	125,862	-	125,862	-	125,862	75,054	83,908	50,808	40.4%	(8,854)	(10.5%)
TOTAL	901,071	-	901,071	-	901,071	655,538	600,714	345,533	38.3%	(45,170)	(7.5%)

Underspent over 30%
Overspent over 30%

MARYLAND - MAI

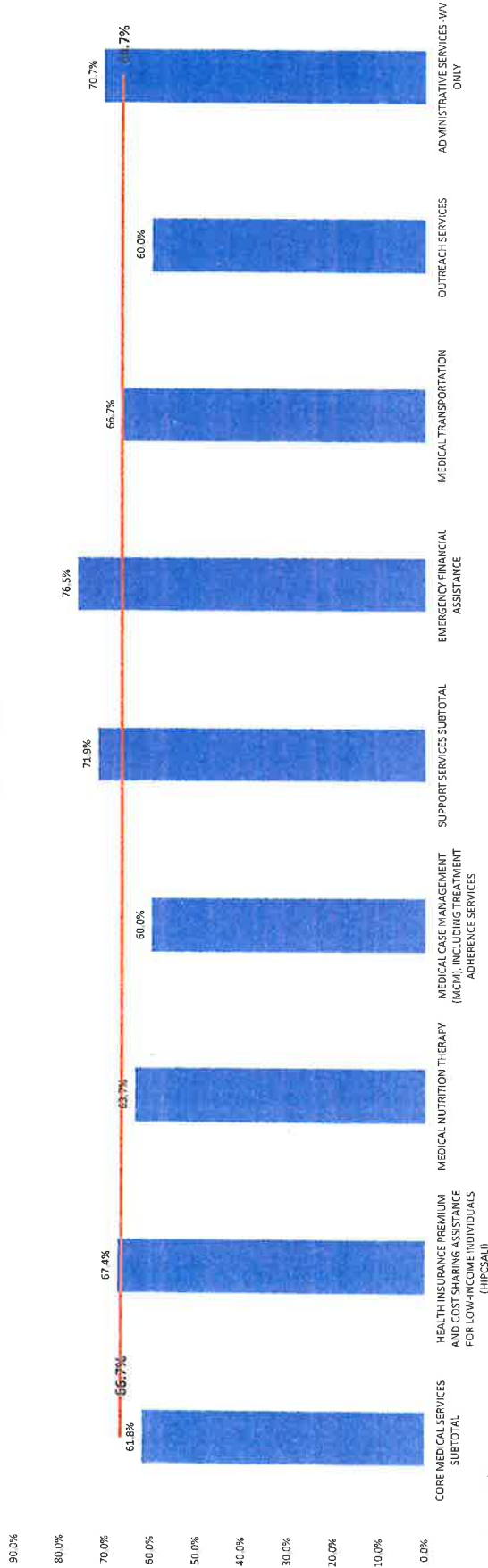


Service Area	Allocations		Awards		Expenditures to Date		Unspent		Variance		
	Initial	Adjust	Current	Initial	Adjust	Current	Reported	Expected	Amount	Percent	
Core Medical Services Subtotal	185,400	-	185,400	185,400	-	185,400	114,632	123,600	70,768	38.2%	(8,968)
Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals (HIPCSALI)	40,000	-	40,000	40,000	-	40,000	26,971	26,667	13,029	32.6%	305
Medical Nutrition Therapy	10,400	-	10,400	10,400	-	10,400	6,626	6,933	3,774	35.3%	(307)
Medical Case Management (MCM), including Treatment Adherence Services	135,000	-	135,000	135,000	-	135,000	81,035	90,000	53,966	40.0%	(8,966)
Support Services Subtotal	161,650	-	161,650	161,650	-	161,650	116,193	107,767	45,457	28.1%	8,426
Emergency Financial Assistance	80,000	-	80,000	80,000	-	80,000	61,173	53,333	18,827	23.5%	7,839
Medical Transportation	39,600	-	39,600	39,600	-	39,600	26,400	26,400	13,200	33.3%	-
Outreach Services	10,500	-	10,500	10,500	-	10,500	6,300	7,000	4,200	40.0%	(700)
Administrative Services - WV Only	31,550	-	31,550	31,550	-	31,550	22,320	21,033	9,230	29.3%	1,287
TOTAL	347,050	-	347,050	347,050	-	347,050	230,826	231,367	116,225	33.5%	(642)

Underspent over 30%
Overspent over 30%

WEST VIRGINIA- PART A

REPORTED EXPECTED



Part A - Subtotal (12 month Reporting Period) Report through October 2018

Service Area	Initial		Allocations		Current		Initial		Awards		Current		Expenditures to Date		Unspent		Variance		
	Initial	Adjust	Adjust	Current	Current	Initial	Adjust	Adjust	Current	Current	Percent	Amount	Percent	Amount	Amount	Percent	Amount	Percent	
Core Medical Services Subtotal	6,214,704	1,036,534	5,000,000	7,251,238	1,299,945	5,823,755	623,258	6,547,013	65.1%	3,270,465	50.0%	3,276,548	50.0%	(1,094,211)	(25.1%)	3,276,548	50.0%	(1,094,211)	(25.1%)
Early Intervention Services	799,252	500,693	500,693	1,299,945	1,299,945	777,687	522,258	1,299,945	12.9%	605,384	46.6%	684,561	53.4%	(261,246)	(30.1%)	684,561	53.4%	(261,246)	(30.1%)
Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals (HIPCSALI)	420,277	(1,791)	418,486	418,486	418,486	143,359	17,000	160,359	1.6%	104,771	65.3%	55,588	34.7%	(2,135)	(2.0%)	55,588	34.7%	(2,135)	(2.0%)
Home and Community-Based Health Services	275,127	16,782	291,909	291,909	291,909	190,909	101,000	291,909	2.9%	146,155	50.1%	145,754	49.9%	(48,451)	(24.9%)	145,754	49.9%	(48,451)	(24.9%)
Medical Nutrition Therapy	488,086	-	488,086	488,086	488,086	459,053	(17,000)	442,053	4.4%	229,004	51.8%	213,049	48.2%	(65,698)	(22.3%)	213,049	48.2%	(65,698)	(22.3%)
Medical Case Management (MCM), including Treatment Adherence Services	4,221,962	520,850	4,742,812	4,742,812	4,742,812	4,352,747	-	4,352,747	43.3%	2,185,150	50.2%	2,167,597	49.8%	(716,881)	(24.7%)	2,167,597	49.8%	(716,881)	(24.7%)
Support Services Subtotal	2,689,553	863,466	3,553,019	3,553,019	3,553,019	2,605,106	887,648	3,602,754	34.9%	2,059,035	58.3%	1,444,719	41.2%	(277,134)	(12.0%)	1,444,719	41.2%	(277,134)	(12.0%)
Emergency Financial Assistance	989,271	661,895	1,651,166	1,651,166	1,651,166	1,019,840	631,326	1,651,166	16.4%	1,051,702	63.7%	599,464	36.3%	(49,075)	(4.5%)	599,464	36.3%	(49,075)	(4.5%)
Other Professional Services	268,125	6,097	274,222	274,222	274,222	162,032	112,190	274,222	2.7%	130,931	47.7%	143,291	52.3%	(51,883)	(28.4%)	143,291	52.3%	(51,883)	(28.4%)
Linguistic Services	108,651	37,678	146,329	146,329	146,329	116,064	46,124	116,064	1.2%	81,452	70.2%	34,612	29.8%	4,076	5.3%	34,612	29.8%	4,076	5.3%
Medical Transportation	300,469	28,318	328,787	328,787	328,787	282,663	46,124	328,787	3.3%	138,185	42.0%	190,602	58.0%	(81,006)	(37.0%)	190,602	58.0%	(81,006)	(37.0%)
Outreach Services	432,977	21,470	454,447	454,447	454,447	454,447	-	454,447	4.5%	252,526	55.6%	201,921	44.4%	(50,438)	(16.6%)	201,921	44.4%	(50,438)	(16.6%)
Psychosocial Support Services	538,510	109,008	646,518	646,518	646,518	538,510	108,008	646,518	6.4%	380,918	58.9%	265,600	41.1%	(50,094)	(11.6%)	265,600	41.1%	(50,094)	(11.6%)
Administrative Services -WV Only	31,550	-	31,550	31,550	31,550	31,550	-	31,550	0.3%	22,320	70.7%	9,230	29.3%	1,287	6.1%	9,230	29.3%	1,287	6.1%
TOTAL	8,884,258	1,900,000	10,784,258	10,784,258	10,784,258	8,528,861	1,520,906	10,049,767	100.0%	5,326,498	50.0%	4,721,268	47.0%	(1,371,345)	(20.5%)	4,721,268	47.0%	(1,371,345)	(20.5%)

Service Area	Allocations		Awards		Expenditures to Date		Unspent		Variance		
	Initial	Adjust	Current	Initial	Adjust	Current	Reported	Percent	Amount	Percent	
Core Medical Services Subtotal	2,158,115	24,555	2,182,670	2,176,126	(794)	2,175,332	1,367,044	62.8%	(83,177)	37.2%	(5.7%)
Outpatient/Ambulatory Health Services (OAHHS)	817,242	(35,128)	782,114	782,114	-	782,114	519,141	66.4%	(2,268)	33.6%	(0.4%)
Early Intervention Services	386,749	44,045	430,794	431,588	(794)	430,794	241,197	56.0%	(45,999)	44.0%	(16.0%)
Mental Health Services	284,503	(9,475)	275,028	275,028	-	275,028	190,784	69.4%	7,432	30.6%	4.1%
Medical Case Management (MCM), including Treatment Adherence Services	606,017	(6,715)	599,302	591,964	-	591,964	372,824	63.0%	(21,819)	37.0%	(5.5%)
Substance Abuse Services - Outpatient	63,604	31,528	95,432	95,432	-	95,432	43,099	45.2%	(20,522)	54.8%	(32.3%)
Support Services Subtotal	319,331	(24,555)	294,776	293,982	794	294,776	180,911	61.4%	(15,607)	38.6%	(7.9%)
Linguistic Services	11,477	-	11,477	11,477	-	11,477	-	0.0%	(7,651)	100.0%	(100.0%)
Psychosocial Support Services	307,854	(24,555)	283,299	282,505	794	283,299	180,911	63.9%	(7,955)	36.1%	(4.2%)
TOTAL	2,477,446	-	2,477,446	2,470,108	-	2,470,108	1,547,955	62.7%	(96,784)	37.3%	(6.0%)

Report through October 2018

UBC- Subtotal

Service Area	Allocations		Awards		Expenditures to Date		Unspent		Variance		
	Initial	Adjust	Current	Adjust	Current	Reported	Expected	Amount	Percent	Amount	Percent
Core Medical Services Subtotal	10,892,239	(3,400,000)	7,492,239	-	3,233,742	1,738,357	2,155,828	1,495,385	46.2%	(417,471)	(19.4%)
Outpatient/Ambulatory Health Services (OAH)	3,713,264	(1,500,000)	2,213,264	-	1,561,397	930,910	1,040,931	630,487	40.4%	(110,022)	(10.6%)
Oral Health Care	3,465,713	(900,000)	2,565,713	-	1,232,261	645,414	821,507	586,847	47.6%	(176,094)	(21.4%)
Mental Health Services	2,475,508	(700,000)	1,775,508	-	318,245	134,665	212,163	183,580	57.7%	(77,498)	(36.5%)
Substance Abuse Services - Outpatient	1,237,754	(300,000)	937,754	-	121,839	27,369	81,226	94,470	77.5%	(53,857)	(66.3%)
Support Services Subtotal	4,978,596	1,500,000	6,478,596	-	5,207,698	3,371,352	3,471,798	1,836,346	35.3%	(100,447)	(2.9%)
Non-Medical Case Management Services (NMC)	3,713,264	-	3,713,264	-	2,553,438	1,550,413	1,702,292	1,003,025	39.3%	(151,879)	(8.9%)
Food Bank/Home Delivered Meals	990,205	1,500,000	2,490,205	-	2,490,205	1,749,854	1,660,137	740,351	29.7%	89,717	5.4%
Housing Case Management and Referral	275,127	-	275,127	-	164,055	71,085	109,370	92,970	56.7%	(38,285)	(35.0%)
TOTAL: Human Care Agreements	15,870,835	(1,900,000)	13,970,835	-	8,441,439	5,109,709	5,627,626	3,334,731	39.5%	(517,918)	(9.2%)

Service Area	Allocations		Awards		Expenditures to Date		Unspent		Variance	
	Initial	Adjust	Initial	Adjust	Reported	Current	Amount	Percent	Amount	Percent
Core Medical Services Subtotal	19,265,058	(2,338,911)	11,333,623	622,464	6,375,866	11,956,087	5,580,221	46.7%	(1,584,859)	(20.0%)
Outpatient/Ambulatory Health Services (OAHs)	4,530,506	(1,535,128)	2,343,511	-	1,450,051	2,343,511	893,460	38.1%	(112,290)	(7.2%)
Oral Health Care	3,465,713	(900,000)	1,232,261	-	645,414	1,232,261	586,847	47.6%	(176,094)	(21.4%)
Early Intervention Services	1,166,001	544,738	1,209,275	521,464	846,581	1,730,739	884,158	51.1%	(307,245)	(26.6%)
Health Insurance Premium and Cost Sharing Assistance for Low-Income Individuals (HPC-SALI)	420,277	(1,791)	143,359	17,000	104,771	160,359	55,588	34.7%	(2,135)	(2.0%)
Home and Community-Based Health Services	275,127	16,782	190,909	101,000	146,155	291,909	145,754	49.9%	(48,451)	(24.9%)
Mental Health Services	2,760,011	(709,475)	593,273	-	325,448	593,273	267,824	45.1%	(70,067)	(17.7%)
Medical Nutrition Therapy	498,086	-	459,053	(17,000)	229,004	442,053	213,049	48.2%	(65,698)	(22.3%)
Medical Case Management (MCM), including Treatment Adherence Services	4,827,979	514,135	4,944,711	-	2,557,974	4,944,711	2,386,737	48.3%	(738,500)	(22.4%)
Substance Abuse Services - Outpatient	1,301,358	(268,172)	217,271	-	70,468	217,271	146,803	67.6%	(74,379)	(51.4%)
Support Services Subtotal	7,967,481	2,338,911	8,106,786	898,442	5,610,297	9,005,228	3,394,931	37.7%	(993,188)	(6.6%)
Non-Medical Case Management Services (NMCM)	3,713,264	-	2,553,438	-	1,550,413	2,553,438	1,003,025	39.3%	(151,879)	(8.9%)
Emergency Financial Assistance	989,271	661,895	1,019,840	631,326	1,051,702	1,651,166	599,464	36.3%	(49,075)	(4.5%)
Food Bank/Home Delivered Meals	990,205	1,500,000	2,490,205	-	1,749,854	2,490,205	740,351	29.7%	89,717	5.4%
Other Professional Services	268,125	6,097	162,032	112,190	130,931	274,222	143,291	52.3%	(51,883)	(28.4%)
Linguistic Services	120,128	37,678	127,541	-	81,452	127,541	46,089	36.1%	(3,576)	(4.2%)
Medical Transportation	300,489	28,318	282,663	46,124	138,185	328,787	190,602	58.0%	(81,006)	(37.0%)
Outreach Services	432,977	21,470	454,447	-	252,526	454,447	201,921	44.4%	(50,438)	(16.6%)
Psychosocial Support Services	846,365	83,453	929,818	108,802	561,829	929,817	367,988	39.6%	(58,049)	(9.4%)
Housing Case Management and Referral	275,127	-	164,055	-	71,085	164,055	92,970	56.7%	(38,285)	(35.0%)
Administrative Services -WV Only	31,550	-	31,550	-	22,320	31,550	9,230	29.3%	1,287	6.1%
TOTAL	27,232,539	-	19,440,408	1,520,906	11,986,163	20,961,314	8,975,151	42.8%	(1,988,047)	(14.2%)

RECIPIENT REPORT

December 19, 2018

To: Comprehensive Planning Committee (CPC)

From: Ryan White Recipient Staff

Re: Monthly Recipient Report

Attached are the monthly fiscal reports for Grant Year 28 (March 1, 2018 - February 28, 2019). This report is based on the allocations of funds by jurisdiction, sub-part (Part A and Part A MAI) and service categories developed by the Recipient from information provided by the former RW Planning Council.

Part A and Part A MAI. The Ryan White HIV/AIDS Program (RWHAP) Part A Grant Year 28 includes two components: Part A and Part A Minority AIDS Initiative (MAI). These reports are designed to report distinctly on the associated program activities. The final RWHAP Part A Grant award for Year 28 was received on May 22, 2018. The total Part A award for Grant Year 28 is **\$33,127,090, this includes recently received MAI carryover funds in the amount of \$1,058,775.**

Notes on Overview. The fiscal spreadsheets list the service categories by Part and jurisdiction, and identifies the reported expenditure as a proportion of expected-to-date. The Planning Council has requested an explanation of those service categories with a discrepancy greater than 30%.

Regional Services (Unit Based Costs). All vendors with unit based costs contracts in GY 27 have executed option year contracts for GY 28. Expenditures through October 2018 are reflected in the EMA wide fiscal roll up. Overall expenditures for UBC are at 60.5% through October 2018 and is expected to be 66.7%. Substance abuse is lower than expected due to underutilization and billing. Food Bank/Home Delivered Meals is higher than expected due to high utilization. An increase for this service category is in process, awaiting approval through the DC Office of Contracts and Procurement (OCP). A new solicitation for entrance into the RW Provider Network for Regional Services closed in September. All of the providers who applied will be awarded new contracts, notification is going out to the providers from OCP.

Note. The amounts in the current column reflect the amount of funds that are loaded to current vendor contracts. All funding available for unit-based costs will not be awarded at this time because a portion of those funds are earmarked for the new solicitation, additionally funds are added to contracts based on utilization and expenditure rates.

1. **HRSA Site Visit.** The DC EMA is currently scheduled for a comprehensive site visit May 21-24, 2019.
2. **Administrative Changes.** Effective March 1, 2019, the DC EMA will not use Administrative Agents. The Recipient will partner with the Virginia Department of Health and the Maryland Department of Health to administer the Ryan White Part A program in coordination with the other Ryan White Part B programs.

The schedule for quarterly utilization reports

Quarter	Months	To be Reported
First	March – May	July 2018
Second	June -- August	October 2018
Third	September – November	January 2019
Fourth	December – February	April 2019